

APPENDIX H
(PDCTC Self-Certification)

Background

A certification of the metropolitan planning process is required under Title 23 U.S.C. Section 134, where it stipulates that the Secretary of the United States Department of Transportation (USDOT) shall certify that the Metropolitan Planning Organization (MPOs) is carrying out a metropolitan planning process that adheres to all applicable federal laws.

All of the documents and activities referred to in this Self-Certification Report support the PDCTC's stated mission *to provide the resources (funding) and tools (planning) necessary to build and maintain a transportation system that promotes the safe and efficient movement of people and goods in a sustainable manner.*

A. Required Agreements

Since 1982, the PDCTC has entered into a variety of required agreements to carry out the federally prescribed, metropolitan transportation planning process in Dutchess County. These include the following documents:

- NYSDOT-PDCTC Master Agreement (effective November 19, 1982): the original agreement between NYSDOT and Dutchess County that established the PDCTC and identified the PDCTC's responsibilities and procedures for seeking reimbursement for MPO related expenses.
- NYSDOT-PDCTC Supplemental Agreement (effective December 27, 2005): this amended the original Master Agreement to coincide with the period covered by the

Safe, Accountable, Flexible, Efficient Transportation Equity Act-A Legacy for Users (SAFETEA-LU).

- Mid-Hudson Valley TMA Memorandum of Understanding (effective March 7, 2006): provides a common understanding and structure for the continuing coordination and communication among the MPOs responsible for the Mid-Hudson Valley TMA: PDCTC, Orange County Transportation Council (OCTC), and Ulster County Transportation Council (UCTC).
- Air Quality Conformity Memorandum of Understanding (effective August 20, 2010): this MOU established the planning process for determining air quality conformity for the Poughkeepsie Ozone Non-Attainment Area, which the PDCTC once shared with the New York Metropolitan PDCTC (NYMTC) and OCTC. As of July 20, 2013, Dutchess County is no longer in non-attainment and is not required to demonstrate air quality conformity.
- PDCTC Written Agreement (effective March 16, 2011): identifies the roles, responsibilities, and cooperative procedures for carrying out the metropolitan transportation planning process in Dutchess County, agreed to by the PDCTC, Dutchess County, City of Poughkeepsie, NYSDOT, MTA/Metro-North Railroad, and NYS Bridge Authority.
- NYSDOT-PDCTC Host Agency Agreement (effective April 1, 2012): this reauthorized the host agency relationship between Dutchess County and NYSDOT and provided a 10-year schedule for funding PDCTC activities.
- PDCTC Public Participation Plan (effective January 1, 2015):

FFY 2017-2021 Transportation Improvement Program (TIP)

establishes the framework for public involvement during the development of the MTP, TIP, and UPWP and outlines standard public participation activities.

- PDCTC Bylaws (effective January 1, 2015): establishes the roles, responsibilities, and structure of the PDCTC, including its voting membership, meeting protocols, decision-making process, and procedures for adding new and changing existing transportation projects on the TIP. The Bylaws codify voting membership based on the 2010 Census-defined Urbanized Area.

B. Planning/Technical

1. Unified Planning Work Program (UPWP)

The UPWP describes the planning activities to be carried out by an MPO within its planning area. The projects described in the UPWP implement policy recommendations and priority actions identified in the Metropolitan Transportation Plan, or are special requests from PDCTC members concerning current and long term needs. In recent years these tasks have included road safety assessments, corridor management plans, transit studies, and the completion of a new bicycle-pedestrian plan. The UPWP includes descriptions of planning tasks and resulting products, a schedule for completing tasks, the cost of the work, sources of funds, and identifies which organization will perform each task. The PDCTC updates the UPWP annually and is based on the State Fiscal Year (SFY) calendar.

The current SFY 2016-2017 UPWP was adopted by the PDCTC on March 24, 2016.

2. Metropolitan Transportation Plan (MTP)

The MTP serves as the strategic, long-range multimodal transportation plan for the Metropolitan Planning Area. Addressing no less than a 20-year planning horizon, the MTP must address the ten planning factors in the FAST Act and be fiscally constrained. In air quality attainment areas, the MTP is updated every five years. The current MTP, *Moving Dutchess 2*, was adopted on March 24, 2016 and has a planning horizon year of 2040.

Moving Dutchess 2 represents the sixth long-range, county-wide transportation plan for the PDCTC. As the new 25-year, multi-modal transportation plan for Dutchess County, *Moving Dutchess 2* identifies strategies to preserve the existing transportation system and meet future travel demands through 2040. Building on the work done in 2011 for *Moving Dutchess*, the PDCTC used four guiding principles to develop the new MTP:

1. Relevant: serve as a valuable planning tool, relevant to the public, local communities, and decision-makers.
2. Sustainable: establish a fiscally and environmentally sustainable way forward to meet our future transportation challenges, with the intent of creating livable communities that improve our quality of life.
3. Targeted: identify specific measures, both planning and project-based, to improve the safety, efficiency, and

FFY 2017-2021 Transportation Improvement Program (TIP)

effectiveness of our transportation system to meet our future mobility needs.

4. Inclusive: seek input from a full range of stakeholders and interests, addressing the diverse transportation needs of all our residents and visitors.

The PDCTC used a comprehensive planning approach to identify the transportation needs and priorities for Dutchess County, incorporating four major components:

1. A review of federal, State, and local guidance, including previous PDCTC studies and local comprehensive plans.
2. An analysis of transportation system data, including road and bridge conditions, transit use, vehicle crashes, traffic volumes, and travel times (congestion).
3. Information gathered from public outreach, which included six workshops held throughout the County, a public survey, and monthly meetings of the PDCTC's Planning Committee.
4. An assessment of where future population growth/travel might occur.

Moving Dutchess 2 includes a review of relevant federal, state, regional and county laws, policies, and planning guidance. This literature review sought to capture those planning policies and recommendations that best support the PDCTC's mission and the goals set forth in *Moving Dutchess 2*. More often than not, similar themes arise from these documents, which the PDCTC referred to as it established the ten planning goals for the MTP:

1. Preserve our highways and bridges.
2. Maintain our transit system.
3. Improve transportation safety.
4. Reduce traffic congestion.
5. Increase bicycling and walking.
6. Increase the use of carpools/vanpools.
7. Improve transportation security.
8. Reduce transportation impacts to the environment.
9. Increase public participation in the transportation planning process.
10. Improve the delivery of federally-funded transportation projects.

Moving Dutchess 2 provides an overview of the Mid-Hudson region, focusing on the common regional transportation and land use issues facing Dutchess and its neighbors – especially Orange and Ulster counties. The MTP also notes how the three counties have worked together to address regional issues and makes recommendations for future planning efforts, with a focus on addressing regional freight and transit needs.

The new MTP provides an overview of Dutchess County using data relevant to transportation planning. This countywide snapshot includes data on population and socio-economic characteristics, employment, housing, and travel behavior. Recognizing the link between land use decisions and the transportation system, the MTP includes an assessment of two land use scenarios:

1. Build-out Analysis: the level of development that could occur under current local zoning laws and bulk regulations.
2. Center-Focused Build-out Analysis: the amount of development that would occur if the county's *Centers & Greenspaces* guide was fully implemented by communities.

The MTP provides an overview of transportation facilities and resources in the county, discussing the key components of the transportation system: roads, bridges, transit, sidewalks, trails, and bicycle facilities, as well as park-and-ride facilities, freight activity, and safety and security. The MTP also outlines important natural and historical resources in the county, including wetlands, floodplains, air quality, agricultural land, and historic districts, and their interplay with the transportation system.

Moving Dutchess 2 takes a close look at the characteristics and special needs of five distinctive areas within the county. The five areas were established through an assessment of development patterns, travel characteristics, and demographic profiles. By analyzing smaller areas, the PDCTC wanted to identify the varied transportation needs in the county, which are sometimes lost when viewed as 'one size fits all.' This approach also increases the MTP's value to local communities by better targeting funding resources. Each sub-area chapter summarizes local demographic and transportation data, transportation issues identified in local comprehensive plans and previous studies. A list of transportation needs and priorities were also provided for each sub-area.

Moving Dutchess 2 uses over 70 performance measures to quantify progress on meeting our short-range and long-range goals. The performance measures rely on available data to measure existing conditions for key aspects of the transportation system, including safety, highway/bridge maintenance, transit operations, bicycle/pedestrian facilities, the environment, public participation, and project deliverability. Each performance measure uses current data to establish a base starting point. Goals are then established for 2020 (the next update) and 2040 (the planning horizon year).

Moving Dutchess 2 includes over 170 specific recommendations to preserve and improve the transportation system. The PDCTC chose to identify specific projects to increase the value of the Transportation Plan to public agencies and communities – providing them greater detail on where to target future investments. The recommendations are divided into short-range (2016-2020), mid-range (2021-2030), and long-range (2031-2040) time periods, which are related to each project's relative priority and complexity, and the availability of funding. The MTP categorizes recommendations into eight major project types:

1. Bridge Maintenance: replacement or rehabilitation of bridges that are in or are expected to be in poor condition.
2. Highway Maintenance: reconstruction or rehabilitation of roadway segments that are in or are expected to be in poor condition.
3. Highway Operations: intersection, turning lane, and traffic signal projects to improve operations and reduce congestion.

FFY 2017-2021 Transportation Improvement Program (TIP)

4. Safety: projects and studies to improve safety.
5. Pedestrian/Bicycle: construction or rehabilitation of sidewalks, crosswalks, and trails to improve safety and accessibility.
6. Travel Demand Management: rideshare/vanpool services to reduce congestion.
7. Transit: bus replacements, operating assistance, and preventive maintenance for transit providers, as well as facility upgrades for bus and commuter rail.
8. Planning: topics or locations that require additional study.

Moving Dutchess 2 recommends the investment of over \$1.1 billion in highway, transit, and planning projects to preserve and improve the county's transportation system over a 25-year planning period. *Moving Dutchess 2* includes a financial plan that uses planning-level cost estimates and forecasts of reasonably expected funding to financially constrain its recommendations and avoid a wish list of projects. Project cost estimates are adjusted for inflation based on the project's Year of Expenditure, providing a more realistic estimate of funding needs.

Given that there is insufficient funding available to reach a true state of good repair, *Moving Dutchess 2* outlines a preservation-based approach to maintain transportation safety and mobility – over half of recommended funding is dedicated to highway and bridge maintenance

Public Participation

In compliance with the PDCTC's Public Participation Plan, *Moving Dutchess 2* was made available for public review and comment. During its development, draft chapters of the MTP and other supporting documents were posted on the PDCTC's web site and discussed at monthly meetings of the Planning Committee. Staff also held six public workshops throughout Dutchess County in September 2015 to identify local needs and priorities. The PDCTC also issued a public survey (online and paper) to gather feedback on transportation issues facing residents, receiving over 900 responses (including 40 in Spanish).

A 30-day public comment was held from February 17-March 17, 2016 and a summary of the MTP was prepared and mailed to the public information mailing list, including the media, and Committee members; staff also held a public information meeting on March 3, 2016. All comments were summarized and included in the MTP prior to approval.

Consultation

To address the federal requirement for consultation, the Council developed an agency consultation process that included reviewing existing plans, and providing agencies an opportunity to review *Moving Dutchess 2* prior to its public release. For federal and State agencies, the PDCTC relied on its list of list of contacts developed for the previous MTP. In addition to these agencies, the PDCTC identified local agencies and organizations interested in environmental, natural

FFY 2017-2021 Transportation Improvement Program (TIP)

resource, land development, historic preservation, and economic development within Dutchess County and the greater Hudson Valley. In 2013 FHWA and FTA conducted an in-person certification review of the transportation planning process in Dutchess, Orange, and Ulster Counties in the Mid-Hudson Valley TMA. The MPO's were found to be in compliance with federal planning requirements.

3. Transportation Improvement Program

The PDCTC approved the previous Federal Fiscal Year (FFY) 2014-2018 Transportation Improvement Program (TIP) on June 20, 2013. The 2014-2018 TIP is financially constrained by program year and conforms to the most recent New York State SIP as required by federal transportation law. The projects in the TIP sustain and reinforce the goals and priority actions set forth in *Moving Dutchess 2*.

The 2014-2018 TIP was developed in consultation with member agencies, including local municipalities, state and county agencies, and regional transportation authorities. The TIP includes an Environmental Justice analysis that identifies locations with high numbers of sensitive population groups. The PDCTC continued its use of visualization techniques by developing user-friendly project lists and maps for proposed projects. In addition, the TIP is made available to the public via the PDCTC's website and by paper upon request.

The PDCTC publishes an Annual Listing of Project Obligations, which provides the public with an overview of how and where Federal transportation funds are spent over the course of

each passing fiscal year in the TIP. The FFY 2015 Project Obligation report was published in January 2016.

4. Technical Areas

The PDCTC works with member agencies and other interested parties on short- and long-range transportation planning activities. Recent highlights include our ongoing safety assessment project, where staff conducts Road Safety Audits of high-crash locations on County-owned roads and a local sidewalk planning initiative, where staff works with communities to inventory existing sidewalks and identify improvements. The PDCTC also completed a Corridor Management Plan (CMP) for the Route 9G corridor in the Red Hook/Tivoli area.

5. Special Considerations in Transportation Planning Process

a. Title VI

The NYSDOT-Civil Rights Bureau conducted a Title VI review of PDCTC activities in fall 2012; the PDCTC was found to be in compliance with all federal and state laws. The PDCTC continues to participate as a signatory to the NYSDOT Disadvantaged Business Enterprise (DBE) Plan and DBE reports are submitted to the NYSDOT-Civil Rights Bureau on a semi-annual basis. The MTP and TIP discuss special considerations such as Environmental Justice and Title VI. The UPWP also dedicates resources for future staff work on these special considerations.

i. Environmental Justice

As a recipient of federal funding, the PDCTC must demonstrate its compliance with Title VI of the Civil Rights Act of 1964 and the Environmental Justice provisions set forth in Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, signed in 1994. Title VI prohibits the discrimination by recipients of federal financial assistance, including federal transportation funds, on the basis of race, color, and national origin, or matters related to language access for Limited English Proficient (LEP) persons, while Environmental Justice builds upon this by adding low income populations to the groups that should be protected from the adverse impacts of federally funded actions. The PDCTC assures that no person conducting business with it will be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination on the grounds of race, color, national origin, sex, disability, age, language, or income.

Identifying the locations of minority, low income, and LEP populations is an important step in complying with Title VI and Environmental Justice requirements. The PDCTC relied on guidance from the FTA to identify these populations. For the Title VI and Environmental Justice analysis, the PDCTC used 2010 Census block group data to identify block groups that were above-average for total minority and Hispanic populations, and the Census Bureau's 2010-2014 American Community Survey (ACS) 5-year Estimate to identify

municipalities with above average low-income and LEP populations.

Minority Population

The PDCTC calculated total minority population by summing the Black/African-American, Asian, American Indian/Alaskan Native, and Native Hawaiian/Pacific Islander populations. In 2010 the county had a total minority population of 40,956 people, which was 13.8 percent of the county's total population. Using this average, 66 of 248 block groups were identified as being above-average for minority population. The Cities of Beacon and Poughkeepsie, Towns of Hyde Park, Fishkill, Poughkeepsie, and Wappinger, and Villages of Fishkill and Wappingers Falls contained block groups that were above average for total minority population.

Hispanic Population

The PDCTC calculated total Hispanic population by analyzing the Hispanic, non-white population. In 2010 the county had a total Hispanic population of 31,267 people, which was 10.5 percent of the county's total population. Using this average, 79 of 248 block groups were identified as being above-average for Hispanic population. The Cities of Beacon and Poughkeepsie, Towns of Amenia, Beekman, Dover, Hyde Park, Fishkill, Pawling, Poughkeepsie, and Wappinger, and Villages of Fishkill, Millerton, Pawling, and Wappingers Falls contained block groups that were above average for total Hispanic population.

Low-Income Population

The PDCTC identified low-income population areas using the estimated percent of the population living below poverty at the municipal level. Based on the Census Bureau's 2010-2014 ACS 5-year Estimates, 22,800 to 26,800 individuals in Dutchess County were living below the poverty level (approximately 8.1-9.5 percent of total population). These ranges represent the lower and upper bounds based on the reported margins of error for each estimate. Regardless, these numbers were higher than those reported in the 2000 Census, which found that 19,900 or 7.5 percent of the county's population was living in poverty.

For the Title VI and Environmental Justice analysis, the Transportation Council identified municipalities that had above average percentages of low income populations, defined as the percent of individuals below the poverty level, compared to the county average. The percentages were calculated as ranges (lower and upper bounds) that incorporated the reported margins of error for each municipality. Municipalities that had a lower bound above 9.5 percent were classified as being above-average for low-income population. The PDCTC identified the City of Poughkeepsie (at 20.6-26.6 percent) as the only municipality that was above average for low income population, and it stands out as well above the county average.

ii. Limited English Proficiency (LEP) Population

The PDCTC identified Limited English Proficiency (LEP) populations using the estimated number of LEP households in each municipality. Based on the Census Bureau's 2010-2014 ACS 5-year Estimates, 2.9 to 3.5 percent of the county's households were limited English speaking; this range represents the lower and upper bounds based on the estimate's margin of error (+/- 0.3 percent). Similar ranges were calculated at the municipal level based on the margins of error for each municipality. Those municipalities with a lower-bound above 3.5 percent were classified as being above-average for LEP households. Using this methodology, the Cities of Beacon and Poughkeepsie had above-average percentages of LEP households.

Meeting announcements are not made in other languages, but the PDCTC website has a translation feature that allows content to be translated into 65 languages, including Spanish, Chinese, Portuguese, Italian, German, French, Japanese, and Korean. The PDCTC has also continued to translate planning surveys into other languages. For the recent MTP, surveys were created in Spanish in addition to English. The PDCTC is exploring the use of non-English material as a future standard practice.

iii. American with Disabilities Act (ADA)

The PDCTC uses various visualization techniques to convey MPO related information, including extensive use of GIS technology, digital photos, and charts in the Plan, TIP, and

other planning documents. These visuals supplement written portions of our plans and documents. The PDCTC's website also has a "listen to website" feature which reads web content out loud to viewers (English only). Implementing the State's ADA Compliance Plan for sidewalks and intersections was identified as a major recommendation in *Moving Dutchess 2*.

iv. Disadvantaged Business Enterprise (DBE)

Effective December 19, 2003, the PDCTC reassured its compliance with the NYS Disadvantaged Business Enterprise (DBE) Plan, affirming that it will abide by the Plan's requirements on the award and administration of federally assisted contracts. The PDCTC submits Semi-Annual DBE reports on commitments/awards to NYSDOT.

b. Private Bus Operations

Private bus operators – locally referred to as commuter bus operators – are included on the PDCTC public information list and are invited to participate on MPO sponsored studies as necessary. These operators participated in the PDCTC's Dutchess County Transit Development Plan in 2009 and the Coordinated Public Transit-Human Services Transportation Plan in 2015.

c. Planning Factors

The PDCTC continually integrates the eight federal planning factors into its planning process and work activities. In particular, the PDCTC used the factors to develop the ten

goals established in *Moving Dutchess 2*. These goals apply to all MPO activities including the TIP and local planning studies. Regarding economic development, the MTP recommends over \$1-billion in transportation projects during a 25-year period, with the goal of promoting a safe and effective system that supports the movement of people and goods in and out the County. The PDCTC also supports the Dutchess County Planning Department work on economic development and tourism.

d. Congestion Management Process

The PDCTC, in conjunction with the OCTC and UCTC, adopted a joint CMP effective October 1, 2005. The CMP established a four step process to measure and define recurring congestion in the three counties. In accordance with the CMP, the three MPOs completed a joint progress report in June 2006 which identified the locations of moderate, heavy, and severe congestion in the region. In 2012 the TMA refined the CMP by completing a *Travel Time Survey* project that gathered travel data along major corridors in the three-county area. Information from the travel time survey was incorporated into *Moving Dutchess 2* as a performance measuring tool.

e. Public Participation Plan

Effective January 1, 2015, the PDCTC adopted a Public Participation Plan with four main objectives: 1) Educate the public about the metropolitan transportation planning process in Dutchess County and the greater Mid-Hudson Valley; 2) Solicit substantive feedback from individuals and organizations

during the development of PDCTC plans and studies; 3) Build consensus among interested parties and local stakeholders; and, 4) Provide interested parties with an opportunity to share their perspectives with PDCTC members before decisions are finalized. The Plan addresses activities involving the use of the internet and visualization to disseminate information, in addition to public review policies for key products. In accordance with the previous MAP-21, a 45-day public comment period was held for the Policy starting October 24, 2014 and ending December 8, 2014.

An extensive public information mailing list is maintained by the PDCTC and includes public and private transit operators, freight operators, media outlets, and other transportation interests (general public); the list includes over 300 contacts.

The PDCTC newsletter is emailed and mailed to the public information mailing list, and provides a summary of planning activities over the previous three months. The newsletter is available on the internet through the PDCTC's website at <http://www.dutchessny.gov>.

Staff actively updates and maintains the PDCTC website, which includes information on the makeup and organization of the MPO, its responsibilities, and updates on ongoing planning projects (e.g. TIP development, local planning studies). All major reports and products are made available for download via Adobe Acrobat on the MPO website. Meeting dates, agendas, and summaries are also made available via the internet. The PDCTC website recorded over 11,000 unique visitors to its main page in 2015. The website also hosts an

online public comment form that enables the public to comment on specific PDCTC activities and/or transportation issues in general.

The PDCTC will continue to use various visualization techniques to convey MPO related information; this includes extensive use of GIS technology, digital photos, and charts in the Plan, TIP, and other planning documents.

f. Coordinated Public Transit-Human Services Transportation Plan

In 2015 the PDCTC completed an update to its Coordinated Public Transit-Human Services Transportation Plan ("Coordinated Plan"). The PDCTC organized the Coordinated Plan around the elements identified in guidance issued by the FTA and relied on previous planning work to identify current service gaps and possible strategies to improve service; this included the previous *Moving Dutchess* and the 2009 Transit Development Plan.

The PDCTC gathered input from local human service agencies through two means: a written survey and a roundtable discussion. In the survey, agencies were asked to identify the number of elderly and disabled persons they serve and transport on an average day, and to provide information about trip destinations and purposes, and the type of equipment available (e.g. number of vehicles and their condition). For the roundtable, agencies were asked to describe current service gaps and offer possible solutions.

FFY 2017-2021 Transportation Improvement Program (TIP)

The Coordinated Plan identifies a number of priority actions including: the need to replace agency vehicles due to high operational tempos, the need to support agencies that provide transportation services outside Dutchess County, and the need to support agencies that serve areas with high concentrations of disabled, elderly, and low income population groups. The PDCTC participates on the Dutchess County Dial-A-Ride Advisory Board, which monitors demand response services across the County.

C. Administrative/Management

1. Progress Reports

The PDCTC submits progress reports to NYSDOT on a semi-annual basis.

2. Bills

Dutchess County submits reimbursement payment requests to NYSDOT-Region 8 on a quarterly basis, adhering to the State Fiscal Year calendar (April 1-March 31).

3. Audits

Dutchess County and all of its federal programs are audited annually. The most recent report was issued for CY 2015 and showed no discrepancies.

4. Annual Program

The PL and FTA grants remain current. Dutchess County closed out all PL and FTA grants up through 2015-2016.

5. Budget

Dutchess County budgets are kept up-to-date and federal agencies are consulted and informed of proposed revisions to approved UPWP budgets.

6. Consultant Selection

The PDCTC, being hosted by Dutchess County, follows the County's procurement process to advertize and solicit for planning project proposals. The Dutchess County Division of Central Services uses the Empire State Purchasing Group's BidNet system to issue RFP's. During the 2015-2016 program year, the PDCTC did not issue any RFP's.

7. Central Staff/Host Relations

The PDCTC reaffirmed its host agency relationship with Dutchess County and NYSDOT in 2012. Staff recruiting and hiring is done through Dutchess County and complies with New York State Civil Service procedures.

8. Decision-Making

The PDCTC, acting as the local MPO decision-making body, is comprised of 16 voting members. Membership on the PDCTC

FFY 2017-2021 Transportation Improvement Program (TIP)

is based on a municipality's urbanized area classification, with the urbanized cities and towns serving as permanent voting members and the remaining towns and villages serving on a rotating basis or as nominated by the Dutchess County Supervisors and Mayors Association. In addition, Dutchess County, NYSDOT, and the MTA serve as voting members on the PDCTC, while FHWA, FTA, New York State Bridge Authority, and Dutchess County Planning, Public Works, and Public Transit serve as non-voting advisory members. The PDCTC's Bylaws specify the roles and responsibilities of its staff and committees, including voting membership, the conduct and content of meetings, and the decision-making process. The Council operates by consensus.

The PDCTC is assisted by a Planning Committee that reviews plans and programs prior to Council action. The Planning Committee is responsible for providing agency, municipal, and public input during the development of the MTP, TIP, UPWP, and other PDCTC products. Membership on the Planning Committee is open to all municipalities in Dutchess County.

Day-to-day PDCTC activities are performed by staff at the Dutchess County Department of Planning and Development, which assumes primary responsibility for the development of the UPWP, maintenance of the TIP, coordinating local plans and projects, and producing the MTP. NYSDOT-Region 8 assists with TIP maintenance, including processing changes through the eSTIP program. The Dutchess County staff section includes a Transportation Program Administrator, Senior Planner, and Junior Planner.

In addition to internal decision-making, the three MPOs of the Mid-Hudson Valley TMA – PDCTC, OCTC, and UCTC – each endorsed a single MOU that solidifies the working relationship among the three PDCTCs. The MOU establishes the procedures and responsibilities of the three MPOs as they jointly work to meet TMA requirements (e.g. CMP and FTA Section 5307 funding).

In the case of FTA Section 5307 funding, the PDCTC, as part of the Mid-Hudson Valley Transportation Management Area (TMA), endorsed a process for the distribution of competitive funding that establishes project level criteria and procedures to allocate competitive 5307 capital funds. The PDCTC further distributes FTA funds to its three designated recipients: Dutchess County, the City of Poughkeepsie, and the Metropolitan Transportation Authority (MTA).

9. Governance

The PDCTC strives to make sure its planning program meets the most current federal guidance concerning MPO activities, while also incorporating best practices as much as possible. The host agency understands the PDCTC's work responsibilities and accommodates staff to ensure planning goals are met. The PDCTC, its committees, and member agencies continue to work well together and have demonstrated a strong willingness to meet our regional transportation goals.